

Issued July 31, 1941

UNITED STATES DEPARTMENT OF AGRICULTURE  
AGRICULTURAL ADJUSTMENT ADMINISTRATION  
NORTH CENTRAL DIVISION

INSTRUCTIONS RELATING TO THE REPORT OF INSPECTION  
AND PREPARATION OF SUMMARY OF PERFORMANCE ON  
RANGE LAND, FORM NCR-557



PART I. GENERAL

The State and county committees shall be responsible for the determination of performance on range land.

Form NCR-557, available photographic reproductions on which adequate information has been entered, and other forms which would be useful for the range inspector, shall be taken to the field by the range inspectors. Where acreages are already determined for areas on which practices have been carried out and such acreages were used in connection with the preparation of NCR-553, such acreages shall be used in determining performance in 1941. All other acreages should be determined in accordance with the procedure as outlined in NCR-515.

Inspection of ranching units for the purpose of determining performance shall be made on all ranches for which a properly executed NCR-553 was filed in the county office on or before May 15, 1941. Data will be entered on NCR-557 only for those practices which appear on NCR-553 and whose location conforms to that specified on NCR-553.

When visiting the ranching units, the range inspectors shall check the data appearing in Section I of NCR-557 and make such corrections as are necessary, check the range-building practices carried out, and record data for such practices in Section II of NCR-557.

PART II. PREPARATION OF NCR-557 IN COUNTY OFFICE

Clerical assistants shall transfer to forms NCR-557 in the upper right-hand corner and in Section I data pertaining to ranching units from the 1941 Ranch Plan, NCR-553, the range listing sheet, and other available sources of information in the county office. A form NCR-557 must be executed for every applicant whose name appears on the range listing sheet, regardless of whether or not the applicant has earned payment under the 1941 range program.

PART III. INSTRUCTIONS FOR COUNTY RANGE INSPECTORS

Section II - Report of Performance.

The range inspector shall make the necessary entries in Section II of NCR-557 in accordance with the instructions contained in this NCR-556.



Sufficient measurements shall be made in order to determine the extent of the practices which were carried out.

Enter "none" in the appropriate space provided in this Section II for any practice which has not been carried out in accordance with the specifications for such practice as outlined in NCR-551, and for any practice which has been carried out but does not appear on the NCR-553, or the location of which does not conform to that specified on the NCR-553.

For practice number 5, enter the number of cubic yards of material moved in building each dam constructed under this practice.

If it is determined that no payment has been earned for the ranching unit under the 1941 range program, a statement to that effect will be entered in Section IV and the NCR-557 will be dated and signed by the range inspector.

### Section III - Remarks.

The range inspector may use this section to enter any remarks he wishes to make regarding the determination of performance for the ranching unit.

If any additional conditions or specifications are indicated on NCR-553 as being established by the county committee for the ranch, the range inspector will enter a statement setting forth whether or not such conditions and specifications have been met.

## PART IV. CERTIFICATIONS AND REVIEW

### Section IV - Certifications.

After the range inspector has completed the entry of the data pertaining to the ranching unit, he should review such entries with the operator. The range inspector will sign and date Certification No. 2, Section IV and have the operator and any other interested person sign and date Certification No. 1, Section IV. However, if it is impracticable or impossible to obtain the necessary signatures at this time, a statement should be made in the margin below Section IV of NCR-557, by the range inspector setting forth the reasons why it is impracticable or impossible to obtain such signature.

All entries made on NCR-557 should be checked for completeness and to ascertain whether prior approval of the county committee was obtained for each practice listed on NCR-557. If any additional conditions or specifications were established for the ranch, it should be determined if such conditions and specifications have been met. After a review of the entries on NCR-557 has been made, the member of the committee in charge of the range program should sign and date Certification No. 3, Section IV.



## PART V. SPOT CHECK OF THE WORK OF RANGE INSPECTORS.

The State committee shall provide for an adequate number of reviewers to spot check the work of the range inspectors. At least two percent of the number of ranching units that were inspected should be spot checked.

A short State narrative report covering the spot check, together with a State summary, should be submitted to the North Central Division as soon as possible after the spot check is completed.

The State summary should contain at least the following information:

Total number of reviewers \_\_\_\_\_

Total number of ranching units inspected \_\_\_\_\_

Total number of ranching units spot checked \_\_\_\_\_

Total number of errors made in reporting  
practices \_\_\_\_\_

### Cost of Spot Check:

1. Reviewers per diem and mileage \_\_\_\_\_

2. Compensation \_\_\_\_\_

3. Reviewers assistants \_\_\_\_\_

4. Total \_\_\_\_\_

